

**FINANCE AND RESOURCES O&S COMMITTEE**  
**ACTION TRACKER 2023/24**

Date	Agenda Item	Action	Update
16-Nov-23	Planned Procurement Activities	Corporate Mobile Phone Services: A more detailed response to be provided to Committee on how the numbers of mobile phones and other devices would be controlled.	Completed – circulated on 6 <sup>th</sup> December.
	Scrutiny of Delivery of 2023/24 Budget Savings and Update on the Council's Response to S114 Notice and Financial Recovery Plan	Managing Vacancies: Information on pay structure to be provided to the Committee.	
	Job Evaluation and Pay Equity System	A response to be provided to the Committee on the question relating to whether secondments were being considered from other organisations who had been through the job evaluation process.	
	Oracle Stabilisation Update	Confirmation of the deadline for the School Workforce Census to be provided to the Committee.	
		A written response to be provided to the Chair of the Health and Adult Social Care O&S Committee on the position regarding Council invoices and payments – is the Council invoicing and receiving payments on time, are they being tracked, and what is the impact on the Council's finances?).	
29-Sep-23	Council Response to Section 114 Notice and Financial Recovery Plan	List of assets to be provided to the Committee (this links with previous requests made for a list of property assets and planned disposals).	Completed - circulated on 15 <sup>th</sup> November.

Finance and Resources O&S Committee – December 2023

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		Written response to be provided on the impact of the Oracle issues on schools.	To be included in the January report to Committee.
		Summary of the current position on Reserves to be provided.	To be included in the work of the Budget Scrutiny Task & Finish Group.
07-Sep-23	Update on Budget Recovery Plan and MTFP and Scrutiny Contribution to Budget Savings	Risk assessment methodology for 2023/24 RAG rated savings and definition of risk levels (this links with a request from the July meeting – see below).	Completed in discussion in subsequent meetings.
	Oracle Stabilisation Update	All reports relating to Oracle (external auditors’ review, CfGS wider governance review and management review) to be shared with Chair of Finance & Resources OSC (this links with the request from the July meeting - see below).	Ongoing – to be included in work programme.  CfGS Governance Review published for Cabinet on 12 December.
		Next report to Committee to include a detailed breakdown of what money is being spent and a definition of customisation – what it is and what it looks like.	Completed – included in report to November meeting.
	Job Evaluation – Permanent Pay Equity	The specific number of potential Equal Pay claimants within the scope of the estimate, as at 31 <sup>st</sup> March 2023 to be provided.	Completed in discussion in the 29 September meeting.
		A request was made for the document prepared by Legal detailing the chronology of how the Equal Pay issue has manifested itself over	To be followed up with the Monitoring Officer.

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		a period of years, to be shared with Committee members. It was agreed this would be picked up with the Monitoring Officer.	
27-Jul-23	Action Tracker	<p>The following additional requests were made:</p> <ol style="list-style-type: none"> <li>1. List of the Council's statutory functions/responsibilities (action from 29 June) – the Council's interpretation of those responsibilities to also be provided.</li> <li>2. The Council's Corporate Risk Register (action from 29 June) to be brought to Committee on a regular basis and to be a standing item on the agenda.</li> <li>3. Accounting list of assets to be provided.</li> <li>4. List of regalia and artefacts to be provided.</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed - discussed at the 7 September meeting – difficult to define and will be an evolving list.</li> <li>2. Completed - report on Managing Council Risk presented to 29 September meeting.</li> <li>3. Completed - list circulated on 15 November.</li> <li>4. A follow-up request has been made.</li> </ol>
	Medium Term Financial Plan Update and Implications of Equal Pay	<p>The following information to be provided:</p> <ol style="list-style-type: none"> <li>1. The definition of what can and cannot be capitalised for IT.</li> <li>2. Savings identified for all directorates and departments – and each individual scrutiny committee to be provided with the savings identified for the directorates and departments relevant to their remits.</li> <li>3. The definition of medium risk savings.</li> <li>4. A breakdown of the updated forecast by service area to show where inflation is applied.</li> </ol>	<ol style="list-style-type: none"> <li>1. To be followed up.</li> <li>2. Completed for Q1 and Q2.</li> <li>3. Completed in discussion in subsequent meetings.</li> </ol>

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			4. To be picked up by the Budget Scrutiny Task & Finish Group.
		The Internal Audit report on how the process for the Spend Control Boards and Finance Governance Board is working to be shared with Committee when available.	Completed through the work of the Task & Finish Group.
		The timescales for the whistleblowing investigation, management review, Governance Review and the two pieces of work being done by External Audit around value for money on Oracle and Equal Pay to be provided to the Chair and that when they conclude the reports be brought to Committee.	CfGS Governance Review published for Cabinet on 12 December.
	Oracle Stabilisation Update	Key strategic risks to be included in future Oracle reports.	Ongoing.
		Once the management review is concluded, the report to be brought to Committee.	To be programmed – date to be confirmed.

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29-Jun-23	Developing the Finance and Resources Overview and Scrutiny Committee's Work Programme 2023/24	<p>Discussion on Equal Pay - the following information to be provided:</p> <ol style="list-style-type: none"> <li>1. List of the Council's Statutory functions / responsibilities.</li> <li>2. The Council's Corporate Risk Register.</li> <li>3. Response from the Leader to the Committee's request to be consulted on the work on Values Framework.</li> <li>4. Response to the question about what triggered the Equal Pay announcement on 28 June.</li> <li>5. Response to the question about decisions made at Cabinet on 27 June.</li> </ol>	<p>1 &amp; 2 – see update under 27 July meeting above.</p> <p>3. Values Framework still in progress.</p> <p>4 &amp; 5 – responses provided at the 27 July Committee.</p>
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